

# REQUEST FOR PURCHASE IN EXCESS OF \$20,000/CHANGE ORDER



**To:** Mayor and City Council

**From:** Ann Kattreh  
Parks & Recreation Director

**Date:** September 2, 2014

**Subject:** Request for Purchase - Consulting Services, Park System Master Plan, Confluence

**Agenda Item #:** IV.K.

**The Recommended Bid is**

☒ Within Budget

☐ Not Within Budget

**Date Bid Opened or Quote Received:**  
June 27, 2014

**Bid or Expiration Date:**  
NA

**Company:**  
Confluence Group

**Amount of Quote or Bid:**  
\$94,000

**Recommended Quote or Bid:**  
Confluence Group

## General Information:

In June, 2014 twenty requests for proposal were mailed to local architects and consulting firms for the Park, Recreation and Trail System Master Plan. Four consulting teams submitted proposals and all were interviewed by the Park Board at the August, 2014 Park Board meeting. Respondents were the Cuningham Group, SRF, SEH and the Confluence Group. Confluence provides landscape architecture, urban design and planning services with offices in Minneapolis, Des Moines, Kansas City, Sioux Falls and Iowa City. Other Confluence Group team members are Pros Consulting (Indianapolis), 292 Design (Minneapolis), Dreambox (Minneapolis) and Barr Engineering (Minneapolis). The Park Board selected the Confluence Group to complete the master plan. The Park Board will be actively engaged throughout the entire master planning process.

Other components of the master plan currently in progress are the Community Survey (ETC Institute) and GIS study and inventory (GTG). The community survey results will be presented by Ron Vine on October 20, 2014 and the GIS study will be completed in October 2014.

The Confluence and Pros Consulting teams have done dozens of park master/strategic plans and needs assessments throughout the country. Confluence has assembled a team that will provide tremendous value to the city. Staff recommends retaining Confluence for the Edina Park, Recreation and Trail System Master Plan. If approved, work on the master plan will begin in September with the goal of completion in 12 months. City Attorney Knutson has provided a professional services contract which will be executed after receiving City Council approval.